



# PETITION FOR CONDITIONAL DISTRICT REZONING

Petitions for conditional district rezoning must be accompanied by fifteen (15) hard copy sets and one digital copy of required information.

Date: \_\_\_\_\_

Fee: \_\_\_\_\_

As the Petitioner(s), I/We \_\_\_\_\_ request that the Town of Burgaw Planning Board recommend to the Town of Burgaw Board of Commissioners to change the Official Zoning Map of the Town of Burgaw as defined in the Unified Development Ordinance (UDO) as follows:

**Property Owner** \_\_\_\_\_

**Location of Property**

GEO PIN Number \_\_\_\_\_

Street Address: \_\_\_\_\_

**Property Size**

Acreage (ft<sup>2</sup>) \_\_\_\_\_ Street Frontage (ft) \_\_\_\_\_ Depth (ft) \_\_\_\_\_

**Present Zoning District** \_\_\_\_\_

**Requested Zoning District** \_\_\_\_\_

I certify that the following are owner(s) of the property subject to the rezoning request as listed in the Pender County Registry.

NAME	ADDRESS
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____

**Required Information:**

- Preliminary site plan (see attached check sheet)
- Supporting information and text that specifies the actual use or uses intended for the property and any rules, regulations, and conditions that will govern the development and use of the property
- Report of the required 2 community meetings; including
  - A list of those persons and organizations contacted about the meeting;
  - The manner and date of contact;
  - The date, time, and location of the meeting;
  - A roster of the persons in attendance at each meeting; a summary of issues discussed at the meeting; and
  - A description of any changes to the rezoning petition made by the petitioner as a result of the meeting.

**Owner Signature:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Applicant Signature** (if different from owner): \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Date:** \_\_\_\_\_

OFFICE USE ONLY:

**Complete application received by:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# Conditional Rezoning Required Site Plan Check Sheet

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Required Information	Not Applicable, Waived by Planning Administrator	Included with Application
Boundary survey and vicinity map showing the property's total acreage, its zoning classification(s), the general location in relation to adjacent properties, major streets, railroads, and/or waterways, the date, and north arrow		
All existing easements, reservations, and rights-of-way		
Approximately location on the site of existing and proposed buildings, structures, and other improvements		
Proposed use of all lands and structures, including the number and square footage of all units, residential and nonresidential		
All yards, buffers, screening, and landscaping required by these regulations or proposed by the petitioner		
All existing and proposed points of access to public streets		
Delineation of areas within the regulatory floodplain as shown on the official Flood Insurance Rate Maps		
Location of all wetlands		
Proposed phasing, if any		
The location of existing and proposed storm drainage patterns and facilities intended to serve the proposed development		
Approximate location of all existing and proposed infrastructure on the site, including water, sewer, roads, pedestrian walkways, and open space		
Generalized traffic, parking, and circulation plans (including bicycle and pedestrian facilities)		
Proposed screening, buffers, and landscaping, as well as proposed treatment of any existing natural features		
Existing and general proposed topography, if available, at five-foot contour intervals or less		
The location of existing vegetation and regulated trees		
Scale of buildings relative to abutting property		
Building elevations and exterior features of proposed development		
Master Sign Plan		

An evaluation of traffic impacts prepared in accordance with a scope of work established by NCDOT, if applicable		
Inventory of the existing environmental, cultural, historical, and natural site attributes		
A conceptual plan that shows with reasonable certainty the type and intensity of use for the proposal		
Any other information needed to demonstrate compliance with regulations		